



FMCSA Pre-Employment Screening Program (PSP)  
Industry Service Provider Customer Agreement

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Please note that the customer end-user (the prospective employer/company) must obtain a PSP disclosure and authorization form signed by the prospective applicant/employee for each record requested. The form must be kept on file by the end-user and be made available upon request for auditing purposes. In order to participate in the PSP program, end-users must agree to the following:

- Submit and have on file a signed PSP Industry Service Provider Customer Agreement form (this form) to/with Safety On Site, Inc. by fax at 478-218-9322 or by email at [pspreport@windstream.net](mailto:pspreport@windstream.net);
- Abide by all state and federal legal restrictions and conditions upon use and disclosure of the personal information contained within a PSP record;
- Keep sufficient books and records to evidence use in accordance with applicable federal laws;
- Abide by the terms of this Agreement;
- Be the agent of Industry Service Provider (Safety On Site, Inc.) for purposes of obtaining the Applicant disclosure and authorization in accordance with this agreement and holding the necessary Applicant disclosure and authorization forms in escrow for Industry Service Provider;
- Promptly transfer the necessary Applicant disclosure and authorizations form(s) to Industry Service Provider upon request from Industry Service Provider;
- Keep and maintain PSP disclosure and authorization forms for 5 years from the date of hiring decision; and
- Make available upon request of Industry Service Provider PSP disclosure and authorization form(s) for auditing purposes within five (5) business days.

I, an authorized signatory agent for \_\_\_\_\_ (company name) have read the above FMCSA Pre-Employment Screening Program (PSP) Industry Service Provider Customer Agreement form and understand and agree to comply with all state, federal rules, regulations and guidelines associated with this request for service as well as agreeing to follow the auditing procedures set forth herein.

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Company Name

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Signature and Title

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Date